




Department of Energy

Washington, DC 20585

May 20, 2003

MEMORANDUM FOR DISTRIBUTION

FROM:


JESSIE HILL ROBERSON
ASSISTANT SECRETARY FOR
ENVIRONMENTAL MANAGEMENT

SUBJECT:

ENVIRONMENTAL MANAGEMENT GUIDELINES AND
LESSONS LEARNED FOR NUCLEAR FACILITY SAFETY
CONTROL SELECTION AND IMPLEMENTATION

The Office of Environmental Management (EM) has issued supplemental guidance through several memorandums aimed at improving the quality, costs and effectiveness of Part 830, Subpart B, to Title 10 of the Code of Federal Regulations (10 CFR 830) compliance activities. Subsequent to these efforts, the Defense Nuclear Facilities Safety Board (Board) issued Recommendation 2002-3, *Requirements for the Design, Implementation, and Maintenance of Administrative Controls*, in which the Board raised concerns over perceived weaknesses in the implementation of important administrative controls.

Administrative controls are an integral part of the safety basis for EM nuclear facilities, particularly for operations such as facility disposition (e.g., deactivation, decontamination, dismantlement), which may have fewer engineered safety features available to control facility hazards. While the current Department of Energy nuclear safety requirements and standards provide a sufficient framework for establishing administrative controls, EM sites can still benefit from sharing lessons learned and adopting "best practices" on the selection and implementation administrative controls at EM facilities.

As such, a meeting was held in March 2003 with representatives from EM sites to discuss effective control selection and implementation practices. The group's collective input has been documented as an attachment to this memorandum and includes general practices applicable to all EM operations, as well as those specific to facility disposition activities. Technical Safety Requirement examples are also provided to illustrate various practices that are recommended.

Please ensure that the attached guidelines and lessons learned are reviewed and utilized appropriately for EM facilities and activities, particularly for facility disposition. If you have any questions, please call Mr. Dae Chung, Senior Technical Advisor, Office of Safety and Engineering, at (301) 903-3968.

Attachment



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